BY-LAWS

OF

Mystic Royal Arch Chapter,

MEDFORD, MASS.

INSTITUTED JUNE, A. D. 1863.

PRINTED BY COMP. CALEB RAND,
No. 48 Main Street, Charlestown.
1864.

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ARTICLE I.

REGULAR MEETINGS.

SECT. 1. The regular meetings of this Chapter shall be on the Thursday after the full moon in each month, at such hour as the High Priest shall direct; *provided, however*, that during the Summer months, the meetings may be suspended by a vote of the Chapter.

OFFICERS, HOW AND WHEN ELECTED.

SECT. 2. The H. P. K. S. T. and Secretary of this Chapter shall be elected by written ballots, at the regular meeting in January, annually; and shall perform the duties of their offices respectively until others are elected and installed in their places. Any vacancy by death, resignation or otherwise, shall be filled in like manner, and at such time as the Chapter may decide,—

due notice thereof being inserted in the notifications of the meeting at which the election is to take place. There shall be appointed a Captain of the Host, P. S., R. A. Captain, three Masters of the Vails, Chaplain, Master of the Wardrobe, and Tyler, who shall be entitled to such compensation as the Council shall decide upon.

ARTICLE II.

CANDIDATES FOR MEMBERSHIP.

SECT. 1. Every applicant for membership shall be proposed by a member of this Chapter, and may be balloted for at the next meeting, provided his name shall have been placed on the notifications for said meeting.

ELECTION AND FEES FOR MEMBERSHIP.

SECT. 2. No Companion shall be admitted to membership, except by the unanimous ballot of the members present; and before any Companion shall be entitled to the privileges, he shall pay to the Secretary Three Dollars, and sign the By-Laws.

ASSESSMENTS.

SECT. 3. Every member of this Chapter shall pay each year in January an assessment of

Two Dollars, except such as are exempted by a vote of the Chapter, or have been admitted honorary members. *Provided, however*, that any member who has paid dues for twenty-five years, or who shall pay the dues for ten years in advance, shall thereafter be exempt from quarterages or assessments.

DELINQUENTS.

SECT. 4. Every member shall settle his account with the Secretary before the regular meeting of the Chapter in December of each year. Any member neglecting so to do, shall be notified of his delinquency by the Secretary; and if he shall continue such neglect, for the space of six months after being thus notified, his name shall be reported to the Chapter as a delinquent, and his membership be declared forfeited, unless by vote of the Chapter, his dues be remitted.

HONORARY MEMBERSHIP.

SECT. 5. No Companion shall be admitted an honorary member, except by a unanimous ballot, nor unless his name shall have been inserted on the notifications for the meeting at which the ballot is to be taken; *provided, however*, that any Companion who has paid dues for twenty-five years successively, shall be entitled to honorary

membership. And any Companion of this Chapter who shall become an honorary member, shall enjoy all the privileges of his former membership.

ARTICLE III.

CANDIDATES FOR DEGREES.

SECT. 1. Every candidate for the degrees shall be proposed by a member of the Chapter in writing, and shall stand proposed at least fourteen days. His name shall be inserted on the notification for the meeting at which the ballot is to be taken. He shall deposit the sum of twenty-five dollars with the Secretary before the application is balloted upon, and in case of rejection the fee shall be returned in full by the Secretary.

BALLOT FOR DEGREES MUST BE UNANIMOUS.

SECT. 2. No candidate shall receive the Degrees in this Chapter, except by a unanimous vote of the members present when the ballot is taken. In case of rejection, the H. P. may order a second or third ballot.

FEES FOR PART OF THE DEGREES.

SECT. 3. A brother having received a part of the Chapter Degrees in some other Chapter, and being desirous of receiving the remainder in this,

may receive them by a unanimous vote, and paying as follows, viz: for the Mark degree, ten dollars; for the Past Master, five dollars; for the Most Excellent, five dollars; and for the Royal Arch Degree, ten dollars.

CANDIDATES ENTITLED TO DIPLOMA.

SECT. 4. Every Companion who may be exalted in this Chapter, shall be entitled to a Diploma.

ARTICLE IV.

COMMITTEES ON FINANCE AND CHARITY.

SECT. 1. The Council shall constitute the Committee on Finance, who shall have the general superintendence of the funds of the Chapter; shall examine all bills, and approve such as are found correct; shall examine the accounts of the Secretary and Treasurer, and at the annual meeting shall present a written report, giving a full statement of the financial affairs of the Chapter.

DUTY OF TREASURER.

SECT. 2. It shall be the duty of the Treasurer to receive all moneys from the Secretary and receipt to him therefor; and to pay all bills which have been approved by the Committee of Finance,

and all appropriations made by the Chapter. At the close of each year, and previous to the annual meeting of the Chapter, he shall render to the Committee of Finance a just and fair account of all moneys received and paid by him during the past year; and deliver to his successor in office, or the Committee of Finance, all moneys remaining in his hands, and all other property belonging to this Chapter intrusted to his care.

DUTY OF SECRETARY.

SECT. 3. It shall be the duty of the Secretary to keep a just and fair record of the proceedings of the Chapter; to receive all moneys due, to pay the same to the Treasurer, and take a receipt therefor; he shall notify all members of the meetings of the Chapter, and shall place upon each notice the names of all candidates for Degrees and Membership; he shall notify all committees of their appointment; he shall also report to the Chapter the names of all delinquent members, agreeable to the 4th Section of Article II; and in case a candidate for Degrees is rejected, he shall send the name of the rejected applicant to the Grand Chapter, and to all the Chapters working under its jurisdiction. He shall receive as a compensation for his services, the sum of One

Dollar for each meeting of the Chapter which he shall attend, and One Dollar for every Diploma.

DUTY OF THE MASTER OF THE WARDROBE.

SECT. 4. The Master of the Wardrobe shall have intrusted to his care all the regalia and other property appertaining to the work; he shall keep the same clean and in order, and at the time of meeting shall be present and distribute to the respective officers; at the close of the meetings he shall collect and take proper care of the same, and keep all the regalia and other property intrusted to his care in good repair; he shall take an inventory of all articles in his charge previous to the annual meeting, and present the same to the Committee of Finance.

DUTY OF TYLER.

SECT. 5. The Tyler shall attend all meetings of the Chapter, and have the Hall in proper order; he shall be always subject to the direction of the Council.

ARTICLE V.

DISPOSITION OF FUNDS, ETC.

SECT. 1. All moneys and other property belonging to this Chapter shall be appropriated

only to pay the expenses of the Chapter, and for the relief of distressed Brethren and Companions, their widows and orphans.

RELIEF, ON DEATH OF MEMBERS.

SECT. 2. In case of the death of any member of this Chapter, it shall be the duty of the Council to ascertain the condition of the family of such deceased member; and if, in their opinion, the circumstances of the family are such as to require pecuniary aid, they shall be authorized to give from the funds of this Chapter any sum not exceeding twenty dollars.

BY-LAWS, HOW ALTERED.

SECT. 3. These By-Laws shall not be altered, amended or repealed, unless a proposition therefor has been made in writing, and read in open Chapter, specifying the section to be altered, and the fact inserted on the notification for the meeting at which the subject is to be acted upon; nor even then unless two-thirds of the members present shall vote in the affirmative.